

# **2009 STATE-OWNED REAL PROPERTY MANAGEMENT REPORT**

**FEBRUARY 1, 2010**

**Presented by the:  
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Information Program Council**

**Maintained by:  
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## EXECUTIVE SUMMARY

For decades, the responsibility for the management of publicly-held property in the State of Ohio has fallen to individual agencies. Because of this decentralized approach, differing record numbering and naming conventions, as well as varying electronic and paper tracking systems have been developed. While adequate to meet the needs of individual agencies, this piecemeal approach to records management does not lend itself to the creation of a comprehensive real property management solution.

When the Ohio Geographically Referenced Information Program Council (OGRIP) was charged in 2009 with developing a Real Property Management Report on all state property, the Council worked to first establish a comprehensive list of State-owned property, requesting information from state agencies authorized to own real property. While agencies provided readily available data, significant gaps in the inventory were evident. Faced with incompatible and in some cases incomplete record keeping systems the OGRIP Council looked to the State's Counties for digital data on property believed to be owned by the state, obtaining data from 78 counties.

Further complicating the issue; a common naming convention was not established by the state until 1999 and many agencies have not had the resources to correct historic information, "State of Ohio" is routinely used as a placeholder for foreclosure records within county databases, in addition not all properties owned by the State of Ohio are classified as exempt.

These barriers to a comprehensive compilation and subsequent analysis of state-owned property are detailed in the following report. The Council has developed strategies and recommendations for working towards a true real property asset management plan, which will help ensure the State's real property investments are sound, and current holdings provide value to the citizens of Ohio. Listed below is a summary the Council's top three recommendations to improve the state's ability to identify and manage State-owned property.

- Establish a state real property identifier that can be used consistently within all agencies for the management of property records.
- Establish processes to integrate county real property records with state real property records into a single, maintained statewide database that is updated annually.
- Encourage compliance with standardized naming conventions for state owned properties in accordance with ORC 5301.012.

Local government data has a significant impact on successful service delivery to the citizens of Ohio. Providing a mechanism that will allow the integration of county property information with State agency information through the development of a State-owned property database will serve as both an inventory validation source as well as provide access to the information rich data maintained by local government.

An opportunity exists to leverage existing relationships and technology for the consolidation of these distributed databases. The OGRIP Council is working to identify processes and personnel to support a consolidated inventory with minimal impact upon cost and ongoing operations of county and state agencies while creating an enterprise level database to support the Real Property management activities of the State.

## INTRODUCTION

A current comprehensive inventory of State-owned real property (SORP) does not exist. The State of Ohio, through its various agencies, owns a great deal of real property acquired to support the operations and functions of state government, but without a comprehensive inventory of State-owned property it is difficult to determine exactly what the state owns, which agency owns it, and in many cases where it is located.

This lack of a comprehensive view of the state's real property assets creates uncertainty and confusion at the state and county level regarding the management and tracking of real property. The resulting lack of knowledge inhibits the management of State-owned property resources to the benefit of its citizens, limiting data sharing and discovery opportunities and perpetuating a process that is both inconsistent and incomplete.

## PURPOSE

The purpose of the Real Property Management Plan is to promote transparency in government. The plan will identify opportunities to leverage existing information developed and maintained by state and local agencies, establish state agency reporting guidelines and create data sharing agreements to support the development of a comprehensive Real Property Inventory.

By providing the ability to quickly identify State-owned property the Real Property Inventory will provide decision makers with the essential information necessary to improve the State's effectiveness and efficiency of operations, including the use and disposition of the State's resources. The inventory will provide the opportunity to develop an understanding of the nature of issues associated with the property as well as providing a means to understand the issues and impacts of those properties in relation to surrounding properties.

## BACKGROUND

Section 125.16 of the Ohio Revised Code mandates that State agencies shall maintain inventories of the State-owned properties they control, and requires them to update this information with the Department of Administrative Services in accordance with procedures set by the Director of Administrative Services. This inventory is facility centric in that it primarily tracks information pertaining to buildings or structures under the control of the state. The actual inventory of undeveloped land under the control of the state is incomplete.

In 2007, the Treasurer of State embarked on an effort to compile a list of state-owned property for the purpose of soliciting feedback from the public regarding alternative uses of state owned property that could result in a higher or better use than if it remained under the control of the state. Through that process the TOS partnered with the Ohio Geographically Referenced Information Program Council<sup>1</sup> (OGRIP) to obtain current property information from local government that could be used to fill in many of the gaps that exist in the current inventory.

Using information obtained from County auditors and recorders it became apparent that there was a lack of consistency between counties that hampered the ability to easily identify state-owned property and much of the information that exists from a long time ago may be incomplete or inaccurate. This lack of consistency coupled with disparate data formats and table structures made the process of collecting and compiling this information

<sup>1</sup>The Ohio Geographically Reference Information Program (OGRIP) serves as Ohio's coordinating body for spatial/Geographic Information Systems (GIS) technology and computerized mapping. OGRIP has a strong working relationship with state and local government and developed several statewide programs (i.e., Ohio Location Based Response System (LBRS) and the Ohio Statewide Imagery Program (OSIP)) in partnership with all levels of government. These programs have proven successful and beneficial to core governmental functions including public safety, emergency response, homeland security/homeland defense and economic development.

time consuming and prohibitive. Even with those issues the locally maintained information contained a wealth of information making it invaluable to the effort.

In 2009, Governor Strickland and the Legislature recognized these challenges and tasked OGRIP to improve and implement processes to develop a comprehensive understanding of real property that will allow the State to better manage the State's real property assets. Although established through a series of executive orders since 1993, House Bill 420 of the 127th General Assembly codified the OGRIP Council and assigned two main tasks – construct a real property inventory and develop a real property management plan for Ohio. The legislation also required OGRIP to support the Treasurer of State in the development and maintenance of a comprehensive and descriptive database of real property and for the Treasurer of State to make this information freely available online and searchable through the Internet.

Since the confirmation of the Council Representatives in July, 2009, the OGRIP Council has held regular meetings to develop a plan to achieve the stated goals of HB 420.

## REPORT STRUCTURE

In the following report, the Council presents a plan for gathering and analyzing the necessary information to comprehensively answer the questions posed by HB 420.

Specifically, HB 420, in Ohio Revised Code Section 125.902 (C) calls for the following to be included in the Real Property Management Plan:

01. A comprehensive report on the total number of real property assets the state owns;
02. Information uniquely identifying each real property asset of each state agency and associated characteristics of the real property;
03. Life-cycle cost estimations associated with the costs relating to the acquisition of real property assets by purchase, condemnation, exchange, lease, or otherwise;
04. The cost and time required to dispose of state real property assets and the financial recovery of the state investment resulting from the disposal;
05. The operating, maintenance, and security costs of state properties, including the cost of utility services at unoccupied properties;
06. The environmental costs associated with ownership of property, including the cost of environmental restoration and compliance activities;
07. Changes in the amount of vacant state space;
08. The realization of equity value in state real property assets;
09. Opportunities for cooperative arrangements with the commercial real estate community;
10. The enhancement of agency productivity through an improved working environment.

## CHALLENGES

In the process of evaluating these ten components, OGRIP identified challenges to collecting and maintaining the information and established recommendations to minimize or remove the impediments. These challenges are:

01. The State does not have a complete understanding of the nature of all the real property it owns, which agency owns it, or its location which can lead to misuse and underutilization of land and real property assets.
02. The sale of State owned real property can be a cumbersome process and take months, if not years to complete.
03. State agencies have independently developed and implemented content standards and maintain separate property record and facility numbering systems in differing formats making it difficult to cross reference real property between agencies.
04. Standards, naming conventions and classifications have changed over time creating inconsistencies in ownership identification information at all levels of government making meaningful counts and searches difficult to perform.
05. Record keeping has not caught up with current standards for naming conventions and land classification codes for state owned properties making meaningful searches and counts difficult to perform. Many property records still do not consistently identify ownership information or take full advantage of land classification codes as defined by statute.
06. State agencies spend a significant amount of time performing redundant data collection tasks to obtain information pertaining to property ownership, land classification code, appraised value, taxing districts, etc that is currently maintained by county auditors.

07. Not all information regarding State-owned real property is digitally managed, maintained or accessible. There are 6 million parcels in Ohio and only 5.5 million are digitally mapped and accessible. Additionally, state agencies do not have all legacy real property data in an accessible format.
08. The determination of highest and best use for surplus property is heavily dependent on the regulatory functions of local government, without a complete understanding a property's location within a community and its relationship to surrounding properties decisions regarding a property's suitability for disposal is limited.

## STATE OWNED REAL PROPERTY MANAGEMENT PLAN STATUS

The OGRIP Council is tasked with the development and annual update of the Real Property Management Plan for State-owned property. Every state agency authorized to own or acquire real property will provide the OGRIP Council with information necessary to develop and update the plan. The Real Property Management Plan will provide decision makers with the necessary information to understand and manage State-owned real property assets for available properties.

For the purposes of this report real property is defined as any interest in land, together with structures, fixtures and improvements of any type located thereon. The term "real" should be associated with realty, land or something attached thereto.

The majority of all state land is owned and managed by three (3) state agencies, the Departments of Natural Resources (ODNR), Transportation (ODOT), and Administrative Services (ODAS). ODAS manages the acquisition and disposition of real estate on behalf of other state agency real estate units and commissions in addition to managing ODAS real estate holdings

The information below is organized according to requirements found in ORC Section 125.902 (C).

### **01. A comprehensive report on the total number of real property assets owned by the state,**

The OGRIP Council, consisting of state and local government entities<sup>2</sup>, devised strategies to compile all available data required to develop and maintain the State-owned Real Property Inventory ODOT, ODNR and ODAS each provided information regarding existing property inventories in varying formats.

### **02. information that uniquely identifies each real property asset of each state agency and associated characteristics,**

The SORP inventory includes information provided by state agencies regarding Department, Division, Area, Unique Record ID (Volume and Page, Parcel ID number, management or tracking number), Index, County, Date, and County Parcel ID when available. For a complete listing of attributes requested from the agencies please refer to Appendix A.

The inventory is intended to augment state information with data gathered at the county. Additionally, OGRIP will work with local government to develop a strategy for identifying forfeited and foreclosed property transferred into the state's name as a place holder to ensure the resulting inventory of state-owned properties is an accurate reflection of assets.

### **03. life-cycle cost estimations associated with the costs relating to the acquisition of real property assets by purchase, condemnation, lease, or otherwise,**

In order to develop life-cycle cost estimations for those costs associated with the acquisition of real property assets, OGRIP will select a sampling of property recently acquired, and analyze the process.

OGRIP will develop a list of information which should be kept on acquisitions made in 2010. From this information, OGRIP will develop a list of recommendations for both procedural and legislative consideration. The goal will be to ensure the state is acquiring property efficiently, and with each agency’s mission in mind. This process will be developed for both acquisitions of buildings and acquisitions of undeveloped property.

OGRIP will develop strategies for identifying costs associated with life-cycle estimation as well as condemnations, leases and exchanges. The life-cycle costs will focus on buildings rather than unimproved property. Working with DAS and the responsible state agencies, OGRIP will investigate ways to discover information regarding condemned properties and leases in state hands.

**04. the cost and time required to dispose of state real property assets and the financial recovery of the state investment resulting from the disposal,**

OGRIP, working with DAS, the Attorney General’s office and others will review all aspects of selling state owned property, including the average time from identification to sale, and eventually develop recommendations on streamlining processes where it makes sense.

This item has been prioritized by OGRIP to ensure that the state is quickly and efficiently disposing of surplus property. Due to the lack of a complete and detailed state property inventory prior to this report, the state has been unable to properly assess the environment. Through the creation of a comprehensive real property inventory the OGRIP Council, with the help of the Department of Administrative Services, will verify ownership and request agencies provide information about which properties are currently in use, which have meaningful and likely future use, and which are candidates for disposal as surplus property. The steps of this process, and their timeline, are as follows:

<b>Step</b>	<b>Estimated Completion Date</b>
Produce Inventory	Ongoing
Determine agency ownership of lands	
▪ OGRIP review of county ownership and address information	Complete
▪ Provide inventory to agencies for verification	June 2010
Agencies identify current & future usage	October 2010
Agencies identify surplus property	November 2010

OGRIP has identified the following obstacles with the current property disposal process:

- Costs for ads, appraisal, title, environmental assessment, labor
- Time required to legally complete the sale, including the need for legislation
- No consistent process for disposal of surplus properties

**05. the operating, maintenance, and security costs of state properties, including the costs of utility services at unoccupied properties,**

Beginning in 2010, agencies who manage state-operated buildings will be asked to track and report specific information in regard to operating, maintenance and security costs. The Council will exclude institutional facilities (i.e. hospitals and prisons) in 2010 in order to narrow the focus and increase ability to analyze data. The information collected will be in line with asset management best practices.

OGRIP will leverage its relationships with partner agencies, working closely with the DAS Office of Real Estate and Planning to develop a strategy to identify all properties with buildings, operating costs and

ongoing maintenance of buildings and property and capture that information in the database. This strategy will identify those buildings/ properties that require security and associated costs as well as unoccupied properties that still have active utility bills – in other words a true asset management plan.

**06. the environmental costs associated with ownership of property, including the cost of environmental restoration and compliance activities,**

OGRIP has begun to work with state agencies to define a strategy for collecting characteristics of environmentally impacted properties to determine the types of costs and approaches to restoration and mitigation that may be required. This could include OEPA (brownfields, wetlands, etc.), ODNR (wildlife areas, wetlands, etc.), ODOT (wetlands, etc.), and Agriculture (Farmland Conservation) and so on.

**07. changes in the amount of vacant space,**

The DAS Office of Real Estate and Planning currently tracks the vacancy rate of State-owned office space. OGRIP has begun to work with DAS Office of Real Estate and Planning to identify and track buildings with vacant space, square footage for potential and suitable use for state business. In 2009, the vacancy rate for office space maintained by DAS and the Ohio Building Authority was 1.3%.

**08. the realization of equity value in state real property assets,**

The SORP inventory will provide a mechanism to merge county data with state data to allow for comparisons of property assessment and appraisal values from county to county. Because of differences in technology between larger and smaller counties, creating inconsistencies in the accuracy of real property values at the local level, a method of valuation accuracy will have to be determined.

**09. opportunities for cooperative arrangements with the commercial real estate community,**

OGRIP, in cooperation with the DAS Office of Real Estate and Planning will continue to seek new ways to convey opportunities to the private and public sector. The Treasurer's Office has begun efforts in this regard and DAS has established relationships with commercial real estate brokerage firms that may be leveraged for this purpose, utilizing popular Commercial Real Estate Information Companies (i.e. Lukenet and CoStar) to advertise available surplus properties. As the Council works with agencies to identify surplus properties, the DAS Office of Real Estate and Planning and State Agency Real Estate units will continue to oversee the sale of surplus property. Once a list of surplus properties is developed, the Council will coordinate with the DAS Office of Real Estate and Planning to identify opportunities for cooperative agreements with the commercial real estate community based on identifying characteristics of the surplus properties.

**10. the enhancement of agency productivity through an improved working environment.**

With the development of a SORP Inventory and the creation of a SORP Management Plan the state will be positioned to embark upon process improvement activities that will streamline the way the state acquires and disposes of real property assets.

OGRIP will study work flow related to current procedures for maintaining information about state owned properties and how ownership of them is transferred to others. OGRIP will then recommend revised procedures that improve efficiencies.

OGRIP will help develop an information infrastructure to allow state agencies and county governments to link property information for state owned real properties.

## STATE OWNED REAL PROPERTY INVENTORY STATUS

The State-owned Real Property Inventory supports the efforts of information collection for the State-owned Real Property Management Plan. It is also the conduit to obtain the necessary information to support the Treasurer's State-owned property inventory website. To achieve the creation of a comprehensive State Owned Real Property Inventory OGRIP will develop a Coordinated Parcel Integration Program that will build upon the foundation and momentum created by the State Treasurer's State Property Inventory by bringing together disparate data sets provided by the counties and making the data/information more useful and accessible through a centralized repository.

## STRATEGIC REQUIREMENTS

Determine who owns what

Determine the locations of state owned real property

### Objectives:

- I. Creation of a Comprehensive State Owned Real Property Inventory
- II. Creation of a database of state owned real property
- III. Creation of a sustainable maintenance process for State Owned Real Property Inventory

## APPROACH

OGRIP created and populated a database of State-owned Real Property based on information provided by ODNR, ODOT and DAS. ODNR and DAS each provided complete inventories; DOT limited the delivery to only those properties greater than 5 acres that have been identified as excess property by the department. Additional ODOT real property information will be incorporated as it is made available to OGRIP.

The SORP database contains source information provided by state agencies as required by Objective I. In addition the SORP data base incorporates local government data when available and provides for the inclusion of additional state agency information as deemed necessary through the development of the Real Property Management Plan. This database will serve as the basis for providing spatially enabled information on state owned property to the Treasurer of State.

OGRIP Council Representatives worked with their respective agencies to obtain the required information in a tabular digital format. OGRIP received Real Property information from the Ohio Department of Transportation, the Ohio Department of Natural Resources and the Department of Administrative Services. These are the three agencies within the scope of HB420 that are permitted to purchase and own real estate. Using this source information OGRIP developed a State Owned Real Property database to serve as the basis for the State Owned Real Property Inventory. This first pass of the inventory is focused on determination of "ownership" and not necessarily the management of real property. Managed and leased property will be included once the ownership aspect is addressed. This information and additional requirements will be necessary to support the development of the state's Real Property Management Plan.

Additional information regarding standards and delivery format will be discussed in a separate document (Guidance for Ohio State Owned Real Property Inventory Reporting).

### **State Agency Real Property Response**

Three state agencies provided records for 9,557 properties

ODNR - Provided records for 4,190 properties

ODAS - Provided records for 4,936 facilities

ODOT - Provided records for 86 properties<sup>3</sup> and 345 facilities<sup>4</sup>.

Through previous experience working with county government agencies, OGRIP recognized a need to utilize available county property records suitable to build a spatially enabled inventory of county properties to assist in the identification of gaps in the SORP Inventory.

Working with local government, OGRIP obtained real property information for 78 of the state's 88 counties. A preliminary review of this data has identified records for over forty thousand distinct State-owned properties.

### **County Parcel Response**

Seventy eight counties provided digital records for 43,448 parcels

58 Counties provided property records identifying 35,444 State-owned properties

20 counties provided CAMA records identifying 8,004 State-owned properties

Based upon analysis of the county auditor's data submissions, property held in the name of the at least 27 state agencies or commissions was identified. See Appendix B

Of the 43,448 county property records identified, 18,391 are un-classified properties that will require further analysis to determine state agency ownership. To accomplish this analysis OGRIP concentrated on key indicators such as mailing address and physical location. A listing of the balance of unidentified property and their associated agency, along with the research results compiled by OGRIP, will be submitted to the state agencies for review to confirm ownership.

A long-term goal of OGRIP will be the establishment of a statewide Coordinated Parcel Integration Program that will match the State-owned real property inventory with locally developed property information to support state agency requirements for data analysis.

<sup>3</sup> The ODOT property records are for properties greater than 5 acres identified as excess property

<sup>4</sup> The ODOT facility records indicate general location, contain very limited property information and may represent multiple parcels of land and/or structures

## RECOMMENDATIONS

01. Establish a state real property identifier that can be used consistently within all agencies for the management of property records. This property identifier should incorporate the county Federal Information Program (FIPS) code and cross reference to the state agency real property tracking numbers.
02. Encourage compliance with standardized naming conventions for state owned properties in accordance with ORC 5301.012(B)&(C)<sup>5</sup>.
03. Investigate opportunities to leverage the county appraisal process for determination of state owned real property – both taxable and exempt.
04. Establish processes to integrate county real property records with state real property records into a single, maintained statewide database that is updated annually.
05. Create a comprehensive real property program that encourages and supports County and State Agency efforts to digitally capture, maintain and make accessible all real property holdings.
06. Develop a real property data reporting template for annual reporting purposes.
07. Create a state real property coordinator position within the OGRIP program office to continue coordination with local government in support of a coordinated approach to statewide property management and reporting between state and county government.
08. Develop guidelines for State of Ohio actions related to the use and/or disposal of real property to coordinate (in consultation) with local officials to ensure conformity with existing local land use policy and priorities.

Failure to act on these recommendations risks the perpetuation of inconsistent and fragmented property management policies that, lacking the ability to share information and effectively analyze state-owned property, will continue to foster the inefficient use of state-owned property while limiting benefit to the citizens of Ohio. Departments will remain unaware that they control properties that could be useful to another state office, or to the community at large.

<sup>5</sup> ORC 5301.012 "(B) Any instrument by which a department acquires an interest in real property, including any deed, transfer, grant, reservation, agreement creating an easement, or lease, shall identify the department for whose use and benefit the interest in real property is acquired...

(C)(1) If the instrument conveys less than a fee simple interest in real property and if the agency has authority to hold an interest in property in its own name, the instrument shall state that the interest in the real property is conveyed "to ..... (the name of the agency)." Otherwise, the instrument shall state that the interest in the real property is conveyed "to the State of Ohio for the use and benefit of ..... (name of agency)."

(C)(2) If the instrument conveys a fee simple interest in real property and if the agency has authority to hold a fee simple interest in real property in its own name, the instrument shall state that the interest in the real property is conveyed "to the ..... (name of agency) and its successors and assigns." Otherwise, the instrument that conveys a fee simple interest in the real property shall state "to the State of Ohio and its successors and assigns for the use and benefit of ..... (name of agency)."

## BENEFITS

The recommendations above will create a shared resource for all levels of government regarding State owned real property. This real property data, joined with the data collected and maintained through the Location Based Response System (LBRS)<sup>6</sup> and the Ohio Statewide Imagery Program (OSIP)<sup>7</sup> creates a foundation for significant analysis and enhanced location based services beneficial to all levels of government, academia, as well as the private sector. State agencies will benefit from access to this shared real property data by integrating it with core statewide functions such as:

- emergency preparedness (bio/events)
- emergency response and mitigation
- public safety
- economic development
- homeland security/homeland defense
- effective land management
- many others

Real property information accessed through existing infrastructure with annual updates supplied by Ohio's County Auditors will reduce the number of state agency requests for information handled by local government. In turn, this information will be available to federal agencies, further diminishing requests for information and the demands placed on local government staff. The OGRIP Council firmly believes that state-local data sharing must be accomplished with as little disruption to the normal working practices of local government as possible.

Both state and local government benefit by sharing information. Much like the Location Based Response System (LBRS), this program would tap into existing processes and provide for increased data sharing between levels of government. LBRS, which maintains records of site-based locations for both public and privately-owned land, provides an example of the benefits of locally maintained data. In 2007, in response to flooding in northern Ohio, OGRIP identified which properties were affected by flooding in order to allow damage estimates to quickly be assessed<sup>8</sup>.

The ability to share real property information will also benefit the state through more effective land records management. There are clearly areas within the state's land records management that require further research to identify and resolve issues.

County Real property data is very rich in detail providing information about ownership, location, amount of land, land classification, sales information, appraised and assessed data (both land and building), etc. The ability to access and use this county real property information increases analysis capabilities in support of statewide programs. Some benefits associated with this increased capability are below:

- Development can easily search regions as well as statewide for suitable properties to support the relocation or location of new businesses in Ohio.
- E-911 coordinators can access and use location-based data to support dispatching of emergency response vehicles to incidents and events across jurisdictions
- DOT can quickly estimate the dollar amount for property acquisition for road expansions and new roads.
- EMA can quickly determine the property damage associated with a tornado or flood based upon current appraised values across county boundaries.

<sup>6</sup> Location Based Response System (LBRS) – see Appendix D

<sup>7</sup> Ohio Statewide Imagery Program (OSIP) – see Appendix D

<sup>8</sup> Benefits and Rewards – see Appendix

- EMA/Public Safety can determine ownership of properties that need to be evacuated and initiate notifications
- The Department of Agriculture can assess the potential impact to surrounding property with livestock in the event of a disease outbreak such as Mad Cow.
- Attorney General's sex offender locator can determine a property's relationship to a school or school property, day care center, etc.
- Homeland Security Strategic Analysis and Information Center (SAIC) can access and use location-based data for determining a property's ownership and its relationship to surrounding infrastructure.
- DAS and OAKS can manage existing state property more efficiently and effectively

## CONCLUSIONS

While challenges to State Real Property data collection are numerous, an opportunity exists to leverage relationships and technology for the consolidation of these distributed databases. The issue is how best to leverage the existing processes and personnel to support a consolidated inventory with minimal impact upon cost and ongoing operations of county and state agencies while creating an enterprise level database that will support the activities of all state agencies.

Federal and state security initiatives make it incumbent upon every level of government to cooperate in making the best use of our nation's information about the locations of people, places, and things (spatial data). Local governments have the most complete spatial data, but security initiatives usually are organized and directed by regional, state, or federal agencies.

Providing a mechanism that will allow the integration of county property information with State agency information through the development of a State-owned property database will serve as both an inventory validation source as well as provide access to the information rich data maintained by local government.

Local government data has a significant impact on successful service delivery to the citizens of Ohio. Existing web enabled programs like Taxation's "The Finder" and the Bureau of Motor Vehicles' "O-Plates" depend on aggregated property information to ensure that collected taxes and fees are disbursed to the appropriate jurisdictions. This trend is continuing to gain in importance as state functions increasingly rely on local property information and boundary data to support state functions.

The elected officials and constitutional officers of Ohio's local governments—particularly county governments—need to partner with the State to pro-actively establish the methods, means, and protocols of digital parcel information sharing to support shared security concerns, economic development, and other publicly needed programs.

## APPENDIX A – STANDARDIZED CONTENT AND INFORMATION REQUESTS

### Information Requirements for State Agency Inventory Reporting to OGRIP

Below is a list of primary data elements OGRIP has identified for State Agency reporting purposes.

- Agency Unique Record Identifier
- County Parcel ID (if carried)
- Agency Volume and page - management tracking number
- Deeded Owner Name
- Department/Division/Group/Area
- Date of Sale or Acquisition
- Acquisition Status (Purchase, transfer, gift, dedication, eminent domain, leased, etc)
- Location Information (Address, city, county, state, lat/long, X, Y coordinates, etc.)
- Purpose for acquiring the property (original intent) – obtain categories and sub-categories from Agencies
  - DNR – Protection/Recreation (Parks, Habitat, Wildlife, Conservation, etc.)
  - DOT – Rights of Way, Expansion/Growth
  - DAS – 18 agency and facility/building information on State-owned property
  - Other –
- Associated real property characteristics
- Property Description/Acres
- Taxable/Exempt/1% in Lieu of Tax Status
- Income (rents, rights, etc)
- Assessed/Appraised Value – County and Internal (if available)
- Rights/Restrictions/outs – YES/NO
- Building Characteristics (Check FAMS as information source)
- Buildings/Building Value
- Building square feet
- Number of floors

Additional information regarding standards and delivery format will be discussed in a separate document (Guidance for Ohio State-owned Real Property Inventory Reporting).

## INFORMATION OGRIP REQUESTED FROM COUNTY AGENCIES TO SUPPORT INVENTORY DEVELOPMENT

In an effort to support the creation of the State-owned Real Property Inventory the OGRIP Council made a formal request to County government to obtain available Geographic Information System (GIS) data layers including, but not limited to, land parcels and jurisdiction boundaries. Below is a list of the minimum data elements requested:

### **Computer Assisted Mass Appraisal (CAMA) Data**

- County FIPS Code.
- County parcel identification number (PIN)
- School District Name/Tax District Code
- Jurisdiction Name
- Ownership
- Mailing Address
- Site Address
  - Street address (if exists)
  - Street name (if exists)
  - Street name prefix (N. S., NW, etc.)
  - Street name suffix (Dr., Ave., Ct., etc.)
  - Place name (city, township, unincorporated area)
  - Zip code (zip or zip+5)
- Deeded Acreage/lot Number/legal description (Township, Range, Section)
- Land Classification Code
- Date of Transfer (Based upon property transfer of owner)
- Valuation (Taxable and Appraised)
  - Land
  - Improvements
  - Total
  - Current Agricultural Use Value (CAUV)
  - Homestead Exemption
- Building Size (Sq.Ft.)

### **Parcel Boundary Data**

- Land parcel boundary map geometry (e.g., the GIS map)
- County parcel identification number (PIN)

## APPENDIX B - DEPARTMENT CODES

<b>ODOT</b>	Ohio Department of Transportation
<b>UNCL</b>	Unclassified
<b>ODNR</b>	Ohio Department of Natural Resources
<b>OTPC</b>	Ohio Turnpike Commission
<b>ODAS</b>	Ohio Department of Administrative Services
<b>ODOD</b>	Ohio Department of Development
<b>MWCD</b>	Muskingum Watershed Conservation District
<b>OHS</b>	Ohio Historical Society
<b>ODA</b>	Ohio Department of Agriculture
<b>ODPS</b>	Ohio Department of Public Safety
<b>OAGD</b>	Ohio Adjutant General Department
<b>OWDA</b>	Ohio Water Development Authority
<b>ODRC</b>	Ohio Department of Rehabilitation and Corrections
<b>ORDC</b>	Ohio Rail Development Commission
<b>OBA</b>	Ohio Building Authority
<b>OEC</b>	Ohio Exposition Commission
<b>ODJFS</b>	Ohio Department of Job and Family Services
<b>OAOS</b>	Ohio Auditor of State
<b>OBWC</b>	Ohio Bureau of Workers Compensation
<b>ODAG</b>	Ohio Department of Agriculture
<b>ODPW</b>	Ohio Department of Administrative Services - Public Works
<b>ODT</b>	Ohio Department of Taxation
<b>ODVS</b>	Ohio Department of Veterans Services
<b>OSFC</b>	Ohio School Facility Commission
<b>MRDD</b>	Ohio Department of Developmental Disabilities
<b>OAGO</b>	Ohio Attorney Generals Office
<b>OBC</b>	Ohio Bridge Commission
<b>OCFC</b>	Ohio Cultural Facilities Commission
<b>ODE</b>	Ohio Department of Education
<b>ODMH</b>	Ohio Department of Mental Health
<b>OSC</b>	Ohio Supreme Court

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**VACANT**

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The OGRIP Council recognizes the following individuals for their participation and cooperation in the development of this report.

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**KIM PEREZ**, Auditor  
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**KYLE RAUCH**, Planning and Development Officer  
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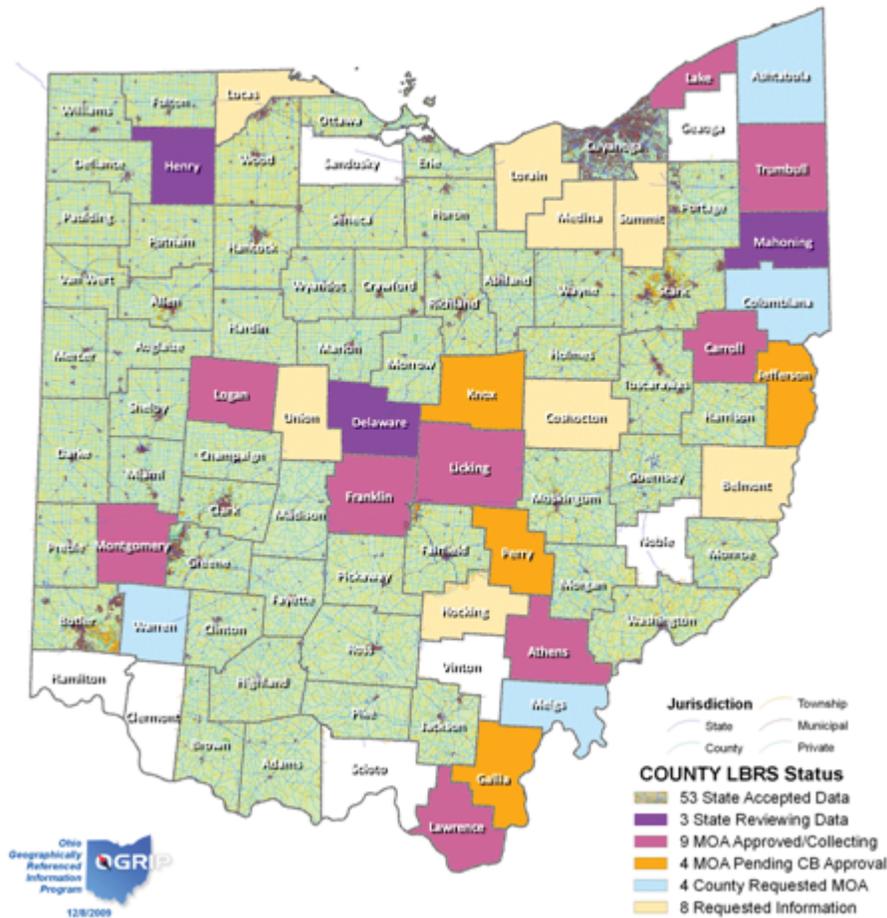
**SARAH SACCANY**, Legislative Liaison  
Ohio Department of Administrative Services

## APPENDIX D – OTHER OGRIP INITIATIVES AND STATUS

**THE LOCATION BASED RESPONSE SYSTEM (LBRS)** is a component of the e-SecureOhio initiative intended to address needs for coordinated data access between state agencies. The LBRS will provide a statewide, current, accurate, and accessible street centerline and addressing system that will be collaboratively maintained as an Ohio Asset by local and state resources.

### SUPPORTING TRANSPORTATION INFRASTRUCTURE - PLANNING, SAFETY AND EMERGENCY RESPONSE

#### LOCATION BASED RESPONSE SYSTEM



The LBRS program establishes partnerships between State and County government for the creation of spatially accurate street centerlines with address ranges and field verified site-specific address locations. Once established, maintenance of the data is performed by the county using local knowledge and expertise to ensure accuracy and completeness of the data.

Funding to support the development of LBRS compliant systems is available to counties through a Memorandum of Agreement (MOA) establishing roles and responsibilities for program participation. As of Jan. 29th, 2010 sixty-nine counties were participating in the LBRS program; of those, fifty-three had completed development and provided LBRS compliant data to the state.

Participating counties provide project management and QA/QC on road names, addresses, etc to develop data that is compatible with the state’s legacy roadway inventory. Data developed through this system supports the needs of emergency responders at both the local and state level and provides digital mapping information required for 9-1-1 Phase II compliance within the counties.

The **Ohio Department of Transportation** is the LBRS Program Sponsor, providing technical guidance, support, and data validation services. The LBRS program is administered by the Ohio Geographically Referenced Information Program office.

Through the collaborative efforts of State and Local government the LBRS program is producing highly accurate field verified data that is current, complete, consistent, and accessible. LBRS data is maintained as an Ohio asset by local resources and is provided to the state as part of a coordinated long-term effort by OGRIP to reduce redundant data collection by developing data that meets the needs of several levels of government. The LBRS supports a multi-jurisdictional approach to protecting the health, safety and welfare of the state's constituents.

**THE OHIO STATEWIDE IMAGERY PROGRAM (OSIP)** is a partnership between Local, State and Federal government agencies to develop high-resolution imagery and elevation data for the entire state to benefit Geographic Information System users at all levels of government. Accurate imagery and elevation data serve as the backbone for the development of additional data sets that are currently maintained and accessed by government decision makers and the public.

### **SUPPORTING BUSINESS PROCESSES AND DECISION MAKING AT ALL LEVELS OF GOVERNMENT**

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The data obtained through OSIP replaces the circa 1994-98 1M black and white digital ortho quarter quad (DOQQ) imagery and the USGS 30M Digital Elevation Model (DEM) with higher resolution data.

#### **OSIP Products**

The OSIP product delivery included 1FT Color Orthophotography in GeoTIFF and MrSID format, 2.5FT DEM in ArInfo GRID and ASCII grid format, and 2M LiDAR postings in LAS format, and 1M Color Infrared photography. Optional OSIP products available through a Cooperative Purchase Agreement with the State of Ohio include 6IN Color Orthophotography, 2FT and 5FT contours.

#### **OSIP Project Status Summary**

OSIP data products were shipped to 51 northern tier counties in June 2007 and to 37 southern tier counties in the Summer of 2009.

Local government entities had an opportunity to obtain 6IN Color Ortho Photography through a Cooperative Purchase Agreement (CPA) with the State of Ohio. The CPA benefits the state by enhancing the resolution of the imagery developed by through OSIP while providing cost savings to local government. **OSIP has saved 29 participating counties an estimated 4.5 million in taxpayer dollars** as a result of the economy of scale of a statewide program including the cost of project administration and QA/QC for the enhanced imagery products.

**ACQUISITION OF AERIAL DATA – 1FT COLOR ORTHOPHOTOGRAPHY AND 1M CIR IMAGERY**

- All imagery acquisition and processing is complete.

**ACQUISITION OF AERIAL LIDAR DATA**

- LiDAR for 37 of the southern tier of Ohio was captured and processed in 2007 and 2008.

**PROCESSING OF AERIAL LIDAR DATA**

- Data acquisition, processing and delivery is complete. The digital elevation model (DEM) used to rectify imagery during the ortho process was derived from the LiDAR data to provide a high resolution 2.5FT gridded DEM for the entire state.



**ACQUISITION OF AERIAL DATA – 1FT COLOR ORTHOPHOTOGRAPHY AND 1M CIR IMAGERY**

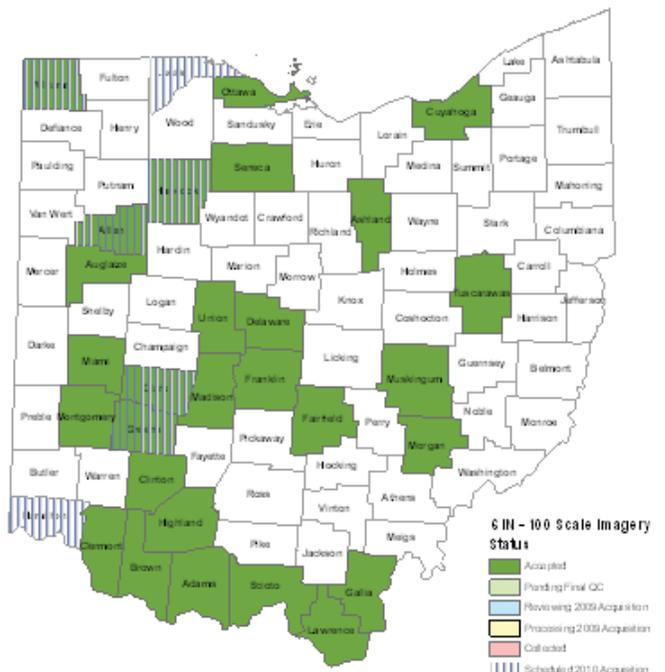
- All imagery acquisition and processing is complete.

**ACQUISITION OF AERIAL DATA – 6IN IMAGERY**

- Imagery acquisition for 2006-2009 County buy-ups is complete.

**PROCESSING OF 6IN AERIAL DATA**

- 2006-2008 Enhanced 6IN County imagery products have been processed for delivery to the counties. Allen, Auglaize, Madison, and Franklin were QC'd and accepted for compilation in the Fall of 2008.
- 2009 Enhanced 6IN imagery for Fairfield, Franklin (City of Columbus), and Union County is being processed



**2010 ENHANCED 6IN IMAGERY**

Collection has been scheduled for Allen, Williams, Hancock, Greene, Clark, Hamilton and Lucas County. Champaign, Delaware, Sandusky and Wood have expressed interest to obtain imagery in 2010.

## APPENDIX E – BENEFITS AND REWARDS

In 2007, in response to flooding in northern Ohio, OGRIP identified which properties were affected by flooding in order to allow damage estimates to quickly be assessed. In the graphic below each yellow point identifies an LBRIS site address impacted by the flooding in the City of Ottawa during that event. These points were linked to county property information to determine damage estimates based on County property value.



The graphic below identifies State-owned lands in the City of Lima using property boundary information maintained by Allen County, providing both a view of the extent of the properties held and the nature of adjacent properties.

